

**Missouri Department of Transportation**  
*David B. Nichols, Director*

573.751.2551  
Fax: 573.751.6555  
1.888.ASK MODOT (275.6636)

[DATE]

[OWNER NAME]  
[OWNER ADDRESS]  
[OWNER CITY], [OWNER STATE] [OWNER ZIP]

RE: Permit [PERMIT NUMBER]  
[COUNTY] County, [ROUTE]

Dear [OWNER CONTACT]:

The outdoor advertising sign referenced by permit [PERMIT NUMBER] is classified as conforming out of standard. Below is a photograph of the sign for your reference. A sign is classified as conforming out of standard when it fails to meet the current statutory and administrative rule requirements for outdoor advertising but currently complies with the terms of the federal/state agreement and meets the August 27, 1999, statutory and administrative rule requirements that governed outdoor advertising and the Highway Beautification Act of 1965. Permit holders should contact their Outdoor Advertising Permit Specialist prior to making any changes to a sign.

Conforming out of standard signs shall not be substantially rebuilt except in accordance with Section 226.541, RSMo. Substantially rebuilt is any reconstruction or repair of a sign that requires the replacement of more than 50% of the sign structures support poles in a twelve (12) month period.

For additional information regarding outdoor advertising rules and regulations, please log onto [http://www.modot.org/business/Outdoor\\_Advertising](http://www.modot.org/business/Outdoor_Advertising). If you have any questions, please contact me at [PHONE NUMBER].

Sincerely,

[PERMIT SPECIALIST]  
[PERMIT SPECIALIST TITLE]

[PHOTO]

